

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-4 – LIST OF DELIVERABLES

**SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS
PORTSMOUTH LIST OF DELIVERABLES**

The table below, Summary of Contract Deliverables, summarizes the specific products the Contractor shall submit to the DOE, the type of action DOE will perform, and the date/timeframe that the Contractor shall submit the product. Durations stated in the table are in calendar days unless otherwise noted.

Deliverables are considered task order endpoints, work scope completions, products, reports or commitments that shall be delivered to DOE. The types of DOE actions are defined as:

- **Approval** – The Contractor shall provide the deliverable to DOE for review and approval. Contractor is responsible for obtaining DOE approval. The initial deliverable shall be of sufficient quality, depth, thoroughness, and format to support DOE approval. DOE will review the deliverable and provide comments in writing. DOE comments will be discussed with the Contractor and the Contractor shall provide written responses. The Contractor shall re-write the documents to incorporate all DOE mandatory comments. Once DOE approves a deliverable or document, the Contractor shall place it under change control and shall make no changes to that document without further DOE approval.
- **Information** – The Contractor shall provide the deliverable to DOE for information purposes. DOE will have the option of reviewing the information and providing comments. Contractor shall respond to all written comments. When input is required to be provided to other contractors, a copy of what was provided must be provided to DOE for information to fulfill the deliverable.

Summary of Contract Deliverables does not include all required deliverables identified in other applicable sections of the Contract, DOE directives, federal regulations, or regulatory documents. The Contractor shall be responsible for the compliance with all applicable standards, orders and regulations under the Contract.

Revised deliverables must include a redlined copy of the previously approved version. When subsequent submittals are in response to DOE comments on a previous submittal, the submittal must include a comment response summary and a redline showing the changes in response to comments.

SUMMARY OF CONTRACT DELIVERABLES				
	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
1.	Deliverable Schedule	C.2.1	Within 10 Days of NTP	Approval
2.	Updates/responses to Site Specific Advisory Board	C.2.1 Federal Advisory Committee Act	As Requested	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
3.	Implementing Policies, Plans, and Procedures for Programs	C.2.1	As Requested	Information
4.	Worker Safety and Health Program	C.2.2.1 10 CFR 851	Within 30 Days of NTP, and at least 90 Days prior to any significant changes or additions Annually – revision or letter stating that no changes are necessary in the currently approved WSHP	Approval
5.	Incident/Accident Reports (including subcontractor information)	C.2.2.1 DOE O 231.1	Quarterly	Information
6.	Radiation Protection Program	C.2.2.3 10 CFR 835 DOE O 458.1	Within 40 Days of NTP, and at least 90 Days prior to any significant changes or additions Annually – revision or letter stating that no changes are necessary in the currently approved RPP	Approval
7.	Environmental Radiological Protection Program	C.2.2.3 DOE O 458.1	Within 40 Days of NTP, and at least 90 Days prior to any significant changes or additions Annually – revision or letter stating that no changes are necessary in the currently approved ERP	Approval
8.	Integrated Safety Management System Description	C.2.2.2 DEAR 970.5223-1	Within 30 Days of NTP	Approval
9.	Performance Objectives, Performance Measures, and Commitments (POMC's)	C.2.2.2 DEAR 970.5223-1	Annual Review/Update	Approval
10.	NEPA Evaluations/Checklists	C.2.2.2	As required	Information
11.	Environmental Management System	C.2.2.2 DOE O 436.1	As Requested – submit copy of information provided to the designated EMS-lead Contractor	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
12.	Transportation Safety Document	C.2.2.1 DOE O 460.1	Within 30 Days of NTP	Approval
13.	Quality Assurance Program	C.2.2.5 DOE O 414.1	Within 40 Days of NTP, and when any significant changes or additions are made Annually – revision or letter stating that no changes are necessary in the currently approved QAP	Approval
14.	RESERVED			
15.	Contractor Assurance System Declaration	C.2.2.6 DOE O 226.1	Annually	Information
16.	Status of Open Actions	C.2.2.7	Monthly, List of Open Actions and Status	Information
17.	17.a. Contractor Assurance System (CAS) Description	C.2.2.6 DOE O 226.1	Within 40 Days of NTP, Annually – revision or letter stating that no changes are necessary in the currently approved CAS Description	Approval
	17.b. Quarterly Reports		Quarterly	Information
18.	Building/Project Emergency Contingency Plans	C.2.2.4 DOE O 151.1	Within 40 Days of NTP or assignment, and as changes are needed	Information
19.	Input in the Portsmouth Site Emergency Plan	C.2.2.4 DOE O 151.1	Annually, copy of input to DOE	Information
20.	Input in the Portsmouth Emergency Readiness Assurance Plan	C.2.2.4 DOE O 151.1	Annually, copy of input to DOE	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
21.	Documentation of Flow-Down from the Portsmouth Site Emergency Plan for Infrastructure Facilities	C.2.2.4 DOE O 151.1	Within 40 Days of NTP, or assignment, and as changes are needed	Information
22.	Input to the Portsmouth Site Continuity of Operations Plan (COOP)	C.2.2.4 DOE O 150.1	Annually, copy of input to DOE	Information
23.	All-Hazard Survey Input for material Infrastructure Facilities/Activities	C.2.2.4 DOE O 151.1	Within 40 Days of NTP, every three years or when significant changes occur; copy of input to DOE	Information
24.	RESERVED			
25.	Paducah Site/facility-specific Emergency Action Levels (EAL's)	C.2.2.4 DOE O 151.1	Within 40 Days of NTP, every three years or when significant changes occur; copy of input to DOE	Information
26.	RESERVED			
27.	RESERVED			
28.	Employee Concerns Status Report	C.2.2.9 DOE O 442.1	Quarterly/Annually	Information
29.	Waste Generation Forecast	C.2.2.10	Within 60 Days of NTP	Information
30.	Annual Waste Forecast and Quarterly Updates	C.2.2.10	By August 1 each year, and quarterly on the 15 th following each quarter	Information
31.	Pollution Prevention Plan	C.2.2.10 Executive Order (EO) 13834	Within 30 Days of NTP Annually – revision or letter stating that no changes are necessary in the currently approved Pollution Prevention Plan	Approval
32.	Recycle Report	C.2.2.10	Monthly Report	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
33.	33.a. Monthly Progress Report	C.2.4.1	Monthly (not later than the 10th business day following the end of each calendar month)	Information
	b. Invoice Performance Report	C.2.1.1, and J-13	Monthly, in tandem with invoicing	Approval
	c. Annual Data Report	C.2.1.2, and J-13	Annually, no later than November 30	Approval
34.	Input in the Federal Portsmouth Integrated Site-wide Lifecycle Baseline	C.2.4.1	As Requested	Information
35.	Basis of Estimate (BOE) Statements	C.2.4.1	Within 5 Days of NTP	Information
36.	Work Breakdown Structure (WBS) and WBS dictionary, WBS/PWS Crosswalk	C.2.4.1	45 days after NTP	Approval
37.	Annual Work Plan	C.2.4.1	Annually by September 1	Information
38.	Transition Plan	C.3.1	Within 15 Days of NTP	Approval
39.	Transition Status Reports	C.3.1	Weekly until Contract Transition is Complete	Information
40.	Consent Packages	C.3.1	14 Days prior to award, longer based on complexity of award	Approval
41.	Safeguards and Security Training Program Plan	C.3.2.1.1 DOE O 470.4	Annually or included in the approved Site Security Plan (SSP)	Approval
42.	Recommended Appointment of a Facility Security Officer (FSO)	C.3.2.1.1 DOE O 470.4	Upon any change of FSO assignments	Approval
43.	FSO Training Certificate	C.3.2.1.1 DOE O 470.4	Upon request	Information

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44.	Site Security Plan (including (1) collaboration and coordination with the Remediation and Deactivation contractors and (2) review of the DUF ₆ Conversion Project Operational Site Security Plan addendum for compliance with the SSP and overall protection strategy for the site)	C.3.2.1.2 DOE O 470.4	Within 40 Days of the NTP, and updated annually thereafter or when significant changes occur	Approval
45.	SECON Response Plan	C.3.2.1.2 DOE O 470.4	Within 40 Days of the NTP, and updated annually thereafter or when significant changes occur	Approval
46.	Insider Threat Program Plan	C.3.2.1.2 DOE O 470.4 DOE O 470.5	Within 40 Days of the NTP, and updated annually thereafter or included in the approved SSP	Approval
47.	Site Demonstration Plan	C.3.2.1.2 DOE O 473.3	Within 40 Days of the NTP, and updated annually thereafter or included in the approved SSP	Approval
48.	Site Active Shooter Training	C.3.2.1.2 DOE O 473.3	Within 40 Days of the NTP, and updated annually thereafter or included in the approved SSP	Approval
49.	Chemical Screening Inventory Report	C.3.2.1.2 DOE O 470.3 DOE O 470.4	Annually by August 15	Information
50.	S&S Data Calls	C.3.2.1.2	As Requested	Information
51.	Annual Comprehensive S&S Site Self-Assessment Report	C.3.2.1.3.1 DOE O 470.4	Annually by September 30	Information
52.	Corrective Action Plan for Periodic DOE S&S Surveys	C.3.2.1.3.3 DOE O 470.4	As Required	Acceptance

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
53.	Quarterly Status Report of the S&S CAPs (to include Tracking and Trending Analyses of Deficiencies from DOE surveys)	C.3.2.1.3.3 DOE O 470.4	Quarterly, if applicable, for the Fiscal Year (October 15, January 15, April 15, and July 15)	Information
54.	Performance Assurance Plan	C.3.2.1.3.2 DOE O 470.4	Within 40 Days of the NTP, and updated annually thereafter	Approval
55.	Incidents of Security Concern Program Plan	C.3.2.1.3.4 DOE O 470.4	Within 40 Days of the NTP, and updated annually thereafter included in the approved SSP	Approval
56.	Appoint Inquiry Official(s)	C.3.2.1.3.4 DOE O 470.4	Within 30 Days of the NTP, and as necessary throughout contract performance	Approval
57.	Security Management in Contracting Plan	C.3.2.1.4.1 DOE O 470.4	Within 40 Days of the NTP, and updated annually thereafter	Approval
58.	Access Control Program Plan	C.3.2.3.1 DOE O 473.3	Within 40 Days of the NTP, and updated annually thereafter included in the approved SSP	Approval
59.	Operations Security Program Plan	C.3.2.4.3 DOE O 471.6	Within 40 Days of the NTP, and updated annually thereafter included in the approved SSP	Approval
60.	Classification Program Plan	C.3.2.4.4 DOE O 475.2	Within 40 Days of the NTP, and updated annually thereafter or included in the approved SSP	Approval
61.	Classified/Declassified Program Status Report	C.3.2.4.4	Quarterly	Information
62.	Recommended Appointment of a Classification Officer	C.3.2.4.4 DOE O 475.2	Within 60 Days of the NTP or as needed	Approval

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
63.	Transportation Security Plan for Classified Matter, UCNI, ECI	C.3.2.4.5.1.1.1 DOE O 471.6 DOE O 473.3 DOE O 461.1	Within 60 Days of NTP, and annually thereafter	Approval
64.	Foreign Visits and Assignments Program Plan	C.3.2.7 DOE O 142.3	Within 40 Days of the NTP, and updated annually thereafter included in the approved SSP	Approval
65.	RESERVED			
66.	RESERVED			
67.	RESERVED			
68.	RESERVED			
69.	RESERVED			
70.	Five Year Site Plan or Ten Year Site Plan	C.3.4.1.1.4	Annually, as requested by DOE-HQ or PPPO	Approval
71.	Input to the Site Sustainability Plan	C.3.4.1.1.5 DOE O 436.1	Annually, copy of input to DOE	Information
72.	Required Documentation to Support Disposition of Government-owned Property	C.3.4.1.2 DOE O 458.1	Per Occurrence	Approval
73.	Required Documentation to Support Disposition of Classified Equipment and Material	C.3.4.1.2 41 CFR 109.45.309-52	Per Occurrence	Approval
74.	Required Documentation to Support Disposition of High-Risk Property	C.3.4.1.2	Per Occurrence	Approval
75.	Maintenance Status Updates	C.3.4.2.4.2	As Requested	Information
76.	Monthly Maintenance Report	C.3.4.2.7	Monthly	Information
77.	Preventative Maintenance Program	C.3.4.3.2.1	Within 120 Days of NTP, and when any changes or updates are made	Approval
78.	Paved Surfaces Inspection Report	C.3.4.4.3.3	Annually	Information
79.	Unpaved Surfaces Inspection Report	C.3.4.4.3.4	Annually	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
80.	Bridge Inspection Report	C.3.4.4.3.6 23 CFR 650.301 National Bridge Inspection Standards	Annual	Information
81.	Space Cleaning Plan	C.3.5.1.3	Within 60 Days of NTP, and when any changes or updates are made	Approval
82.	Mowing Plan	C.3.5.2.3	Within 60 Days of NTP, and annually thereafter	Approval
83.	Snow and Ice Removal Plan	C.3.5.3.3	Within 60 Days of NTP, and Updated Annually by August 30	Approval
84.	License and Permits for Pest Control Services	C.3.5.4.2	Before work commences	Information
85.	Records of Pest Control Operations	C.3.5.4.3	As Requested	Information
86.	Labels and Material Safety Data Sheets for Proposed Pesticides	C.3.5.4.4	At least 14 Days prior to use	Approval
87.	RESERVED			
88.	RESERVED			
89.	RESERVED			
90.	RESERVED			
91.	Records Management Plan	C.3.6.3 36 CFR Chapter XII, Subchapter B	Within 60 Days of NTP, and when any changes or updates are made	Approval
92.	Image Quality Statistical Sampling Plan	C.3.6.3.1	Within 120 Days of NTP, and when any changes or updates are made	Approval
93.	Records Inventory and File Plan and Updates	C.3.6.4.2 36 CFR Chapter XII, Subchapter B DOE O 243.1	Initial Plan within 120 Days of NTP and updated annually thereafter	Approval

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
94.	Vital (Essential) Records Plan/Inventory and Updates	C.3.6.3.3 36 CFR Chapter XII, Subchapter B DOE O 243.1	Initial Plan within 120 Days of NTP and updated annually thereafter	Approval
95.	List of Electronic Information Systems	C.3.6.4.1 DOE O 243.1	Annually	Information
96.	Records Management Data Call Responses	C.3.6.5.4	In accordance with Section C.3.6	Information
97.	CERCLA Administrative Record Indices	C.3.6.5.5 42 USC §9613(k), 40 CFR §300.800, ff. HSWA, 42 U.S.C. 6901	Quarterly	Information
98.	Six-month forecast of health physics/radiological survey support for Records	C.3.6.5.6	Semiannually to the D&D Contractor, copy to DOE	Information
99.	RESERVED			
100.	Records Disposition Plan	C.3.6.5.6 C.3.6.6 36 CFR Chapter XII, Subchapter B	Initial Plan within 120 Days of NTP and updated when changes occur	Approval
101.	Training Course Content and Training Schedule	C.3.9.2	Within 60 Days of NTP, and updated semiannually thereafter	Approval
102.	Energy Employee Occupational Injury Compensation Program Act Records, Claims Information, and Reports	C.3.11 H.15 Public Law 106-398, 42 U.S.C. 7384, <i>et seq.</i>	Monthly Financial Report, and individual responses as requested	Information
103.	Computing and IT Staffing Plan	C.3.12	Within 30 Days of the NTP, and as necessary throughout contract performance	Approval
104.	RESERVED			
105.	RESERVED			

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
106.	RESERVED			
107.	Annual IT Equipment Management Plan	C.3.12.2.4	Annually, June 1	Approval
108.	Annual Report of Required Portsmouth Site Software Licenses	C.3.12.2.11	Annually by November 1	Information
109.	Contract Close-out Plan	C.3.13	6 Months prior to Contract expiration	Approval
CONTRACTOR HUMAN RESOURCES MANAGEMENT				
110.	Pension Management Plan	H.5 DOE O 350.1	Annually within 45 days after the last day of the plan year	Information
111.	PRB Management Plan	H.5	Annually	Information
112.	Employee Benefits Value Study	H.5	Every two years	Approval
113.	Employee Benefits Cost Study Comparison	H.5	Annually	Approval
114.	Benefit Corrective Action Plans	H.5	As Required	Approval
115.	Actuarial Valuation Reports	H.5	Annually	Information
116.	ERISA Section 103 Audit Report	H.5	Annually	Information
117.	Copy of IRS Form 5500	H.5	Annually	Information
118.	Copy of IRS Form 5300	H.5	Annually	Information
119.	Changes to Pension Plan	H.5	As Required	Approval
120.	Reserved	n/a	n/a	n/a
121.	Reserved	n/a	n/a	n/a
122.	Collective Bargaining Agreement(s)	H.8	Within 30 Days of Ratification	Information
123.	Economic Parameters for Collective Bargaining	H.8	As Required	Approval
124.	Report of Settlement	H.8	Quarterly (as applicable)	Information
125.	Workforce Restructuring Information and Reports (including a Workforce Restructuring Plan if required)	H.9	As Required	Approval
FINANCIAL/BUDGET				
126.	Report Associated with DOE Orders Regarding Inspector General and General Accounting Office Activities	DOE O 221.1 DOE O 221.2	As Required	Approval

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
127.	Federal Managers Financial Integrity Act Report	Public Law 97-255	As Required	Information
128.	Employer’s Disclosures about Pensions and Other Postretirement Benefits	Statement of Financial Accounting Standards (SFAS) 87, 106, and 132	As Required, and As Requested	Information
129.	Environmental Liabilities Data	SFFAS 5, 6, and 12 Financial Accounting Standards Advisory Board (FASAB) Technical Bulletin 2006-1	As Requested	Information
130.	Environmental, Safety and Health Liabilities Data	SFFAS 5, 6, and 12 Financial Accounting Standards Advisory Board (FASAB) Technical Bulletin 2006-1	As Requested	Information
OTHER DELIVERABLES				
131.	Press Releases	H.26	At least 10 Days prior to planned issue date	Approval
132.	Workforce Transition Agreements	H.6	Within 10 Days of NTP	Information
133.	Workforce Transition Plan	H.6	Draft: Within 15 Days of NTP Final: Within 30 Days of NTP	Information
134.	Final Workforce Transition Agreements and Written Description of Processes	H.6	Within 45 Days of NTP	Information
135.	Hiring Preferences Reports	H.6	Weekly, and as required	Information
136.	Draft Benefits Transition Plan and a list of requested documents	H.6	Within 15 Days of NTP	Information
137.	Transition Plans and Processes	H.6	Within 20 Days of NTP	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
138.	Benefits Transition Plan, including any new plans, and transition agreements	H.6	Draft: Within 30 Days of NTP Final: Within 45 Days of NTP	Information
139.	Complete any Transitions into the ETPP MEPP, PRB plants, and other existing pension plans	H.6	Within 60 Days of NTP	Information
140.	Reserved	n/a	n/a	n/a
141.	OCI Management Plan	H.21	Within 15 Days of NTP	Approval
142.	Detailed Plan for Phase-Out and Phase-In of Operations	H.47	Within 15 Days of NTP	Information
143.	Annual Information Regarding Sustainable Acquisition	I.160	As Requested	Information
144.	iBenefit Required Submittals	H.6	As Required	Information
145.	Draft Releases of Information	H.26	10 calendar days prior to planned issuance	Approval
146.	Environmental Permit Information	H.49	As Required	Approval
147.	Privacy Act Systems of Record Notification	H.15	Annually	Information
148.	Projection of Government Furnished Services and Items	H.39	Within 30 Days of NTP and quarterly thereafter or at least 45 days prior to any amendments to the projection	Information
149.	Notification of Foreign National Participation in Performance of Work	H.54	As Required	Information
150.	OMB Standard Form LLL, Disclosure of Lobbying Activities	I.9	Within 30 days of the end of the calendar quarter in which a change occurs	Information
151.	Code of Business Ethics and Conduct	I.10	Within 30 Days of NTP	Information
152.	Reporting Executive Compensation and First-Tier Subcontract Awards	I.16	Annually	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
153.	Update of Publicly Available Information Regarding Responsibility Matters	I.25	Semi-annually	Information
154.	Equal Opportunity Compliance Information	I.65	As Requested	Information
155.	Equal Opportunity Report (EEO-1)	I.65	Annually by September 30	Information
156.	Affirmative Action Compliance Program	I.66 41 CFR 60	As Required and As Requested	Information
157.	Affirmative Action Program for Veterans and Workers with Disabilities	I.67 and I.68	As Required	Information
158.	Federal Contractor Veterans' Employment Report (VETS-100A Report)	I.69	Annually by September 30	Information
159.	Annual Bio-based Purchases Report	I.79	Annually by October 31	Information
160.	Material Safety Data Sheet	I.80	As Required	Information
161.	Bankruptcy Notification	I.128	As Applicable	Information
162.	Consent to Subcontract	I.131	As Required	Approval
163.	RESERVED			
164.	Report of Physical Inventory Results (All Government Furnished Property)	FAR 52.245-1 (f)(1)(iv)	Annually by September 30	Information
165.	Reports of Loss, Damage, Destroyed, or Stolen Property	FAR 52.245-1 (f)(1)(iv)	Per occurrence by 5th Day of the month beginning the date of transition	Information
166.	Final Physical Completion or Termination Inventory (All Government Furnished Property)	FAR 52.245-1 (f)(1)(iv)	At least 60 days prior to contract completion	Information

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167.	Workplace Substance Abuse Program	I.169 10 CFR 707	Within 30 Days of the NTP, and updated annually thereafter or when significant changes occur	Approval
168.	Workplace Substance Abuse Plan Reports	I.169 10 CFR 707	Semi-annually	Information
169.	Employee Assistance Program Implementation Plan	DOE O 350.1	Within 30 Days of the NTP, and when significant changes occur	Approval
170.	Annual Report of Sales and Exchange Transactions	41 CFR 102-39.75	Annually	Information
171.	Property Furnished to Non Federal Activities	41 CFR 102-36.295	Annually	Information
172.	Motor Vehicle Fleet Reports	41 CFR 102-34.345 41 CFR 109-38.9	Annually	Information
173.	Diversity Program	H.25	Submittal: Within 30 Days of NTP Implementation: Within 10 Days of CO Approval	Approval
174.	Annual Diversity Report	H.25	Annually	Approval if any proposed changes, Information if no proposed changes
175.	Affirmative Action Program for Females and Minorities	I.66	As Required	Information